

## **ANNEXURE - I**

### ***Steps to be followed for successful submission of Online Registration Form:***

1. Visit school website ([www.davbrsnagar.org](http://www.davbrsnagar.org)) through a browser on your computer. **Avoid using a smart phone / tablet / iPad etc. for online registration.**
2. Go to **Notice Board** on the **homepage** for the link to Online Registration Form.
3. Select class and fill valid email id of **either of the parents** and the 'date of birth' of the applicant child to open the form.
4. You will get an email regarding initiation of the form. Fill the form with correct information and upload all requisite documents (List is attached in the main document.)
5. Click 'Next' to go to the payment page. Make payment of Rs.1000/-, Registration Fee (Non-Refundable). Payment can be made through Debit Card/Credit Card/Net Banking.

**The Date of Birth** filled in the form must tally with the one written in the D.O.B. Certificate issued by the Municipal Corporation / Municipal Council / Gram Panchayat etc. with complete and correct name of Child, Father and Mother.

**No request for change of Date of Birth and Name of Child / Father / Mother will be considered once the admission is granted.**

### ***Email Id:***

Fill your correct email id in the admission form as all correspondence from the school will be done at that email id only. In case of any discrepancy, parents will not receive further information from the school, for which school cannot be held responsible.

**School Website: [www.davbrsnagar.org](http://www.davbrsnagar.org)**

**Contact No. 98725-10444,  
from 8:00 am to 3:00 pm on all working days**

**SELF ATTESTED DECLARATION FORM**

I \_\_\_\_\_, S/o, D/o, W/o \_\_\_\_\_,  
aged about \_\_\_\_\_ years, resident of \_\_\_\_\_,  
Ludhiana / Punjab do hereby solemnly affirm and state as follows:

That I am the (father/mother/guardian) of the applicant \_\_\_\_\_  
(child's name) who is applying for admission to DAV Public School, BRS Nagar,  
Ludhiana for the Academic Session 2025-2026. That \_\_\_\_\_  
(child's name) is my first bornchild.

I affirm that the contents thereof are true and correct to the best of my knowledge.

I also confirm that if at any stage, any data / documents submitted by me are found to be  
false/ invalid, the admission of my child would be cancelled.

Deponent

Place : \_\_\_\_\_

Date : \_\_\_\_\_